

7. Copying/printing a facility

Reports can be viewed and printed for each facility in the selected project. These reports include the basic project information, facility parameters, and the LOS minimums and maximums for each LOS range. Reports can be viewed and printed in two different ways. The first is as a report on a single facility. The second is by selecting any number of reports within a project and then viewing them in a combined report.

- Single Facility Report -

To view and print a report for a single facility the Facility Analysis window must be opened and a facility must be selected. Once the desired report has been selected a report for this facility can be viewed by left clicking on the *Preview Report* button. Once this button has been selected a new window will be displayed with a formatted report for the selected facility.

